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STATE OF DELAWARE
BOARD OF NURSING HOME ADMINISTRATORS

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PUBLIC MEETING MINUTES:	BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
MEETING DATE AND TIME:	Tuesday, November 18, 2014 at 1:00 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Cannon Building, Second-Floor Conference Room B
MINUTES APPROVED:	March 10, 2015

MEMBERS PRESENT

Mike Salitsky, Professional Member, President
Tim Bane, Public Member
Elizabeth Hague, Public Member
Jane Ketterman, Professional Member, Secretary
Cecelia Jones, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL

Kevin Maloney, Deputy Attorney General
Flora Peer, Administrative Specialist II

MEMBERS ABSENT

Hope Squier, Healthcare/Public Member
Sandra Dole, Healthcare/Public Member
E. Ray Quillen, Professional Member, Vice President

PUBLIC PRESENT

CALL TO ORDER

Mr. Salitsky called the meeting to order at 1:11 p.m.

REVIEW AND APPROVAL OF MINUTES

The Board reviewed the minutes of the September 22, 2014 meeting. Ms. Ketterman made a motion, seconded by Mr. Bane, to approve the minutes as presented. The motion carried unanimously.

UNFINISHED BUSINESS

HEARINGS – Continued

Frederick Storck

Mr. Maloney introduced himself and stated the purpose for the continued hearing. Mr. Maloney asked the Board members to introduce themselves for the record. Mr. Maloney stated that Mr. Storck provided the letter that the Board requested. The Board went into deliberations at 1:14pm. The Board came out of deliberations at 1:15pm. Mr. Salitsky made a motion to grant Ms. Hague to approve Mr. Storck's application for licensure. The motion carried unanimously.

NEW BUSINESS

RATIFICATION OF LICENSURE

REVIEW OF APPLICATIONS FOR LICENSURE

Marguerite Falzone (AIT)

Mr. Bane reviewed Ms. Falzone's application for the Board. Mr. Bane stated that he found that everything was in order. Mr. Bane made a motion seconded by Mr. Salitsky to approve Ms. Falzone's application for a six month AIT program. The motion carried unanimously.

John Teoli (AIT)

Mr. Salitsky reviewed Mr. Teoli's application for the Board. Mr. Salitsky stated because of Mr. Teoli's experience and education, he could be approved for a twelve week AIT program as requested. Mr. Salitsky made a motion seconded by Ms. Ketterman to approve Mr. Teoli's application for a twelve week AIT program. The motion carried unanimously.

REVIEW OF AIT PROGRESS REPORTS

REVIEW of AIT SUMMARY REPORT

Ms. Peer summarized the status report of the current AITs.

REVIEW OF CONTINUING EDUCATION APPROVAL REQUESTS

Mike Salitsky, "Sales 101 Selling Skills," November 9-10th, 2013, Requesting 15.0 CEUs

Mr. Salitsky recused himself from this review; there by, causing the Board to lose quorum for the vote. This request is tabled until the next meeting.

E. Ray Quillen, "Evaluation and Improvement Planning" FEMA IS – 130, online course, Requesting 5 CEUs

Ms. Ketterman reviewed Mr. Quillen's request for the Board. Ms. Ketterman stated that Mr. Quillen requested five continuing education credits for the "Evaluation and Improvement Planning" FEMA IS – 130, online course. Ms. Ketterman made a motion, seconded by Mr. Bane to table the request pending certificate of completion. The motion carried unanimously.

E. Ray Quillen, "Disaster Exercise Design" FEMA IS – 139, online course, Requesting 15 CEUs

Ms. Ketterman reviewed Mr. Quillen's request for the Board. Ms. Ketterman stated that Mr. Quillen requested fifteen continuing education credits for the "Disaster Exercise Design" FEMA IS – 139, online course. Ms. Ketterman made a motion, seconded by Mr. Bane, to table the request pending certificate of completion. The motion carried unanimously.

Health Care Association of New Jersey (HCANJ), "HCANJ 66th Annual Convention and Expo", Oct. 28 – 30, 2014, Requesting 10 CEUs

Ms. Ketterman reviewed the Health Care Association of New Jersey 's request for the Board. Ms. Ketterman stated that Health Care Association of New Jersey requested ten continuing education credits for "HCANJ 66th Annual Convention and Expo", Oct. 28 – 30, 2014. Ms. Ketterman made a motion, seconded by Mr. Salitsky, to approve the course for 10 CEU's. The motion carried unanimously.

Delaware State Fire School, "Healthcare Fire Safety" Oct. 30, 2014, Requesting 6 CEUs

Ms. Ketterman reviewed the Delaware State Fire School's request for the Board. Ms. Ketterman stated that the Delaware State Fire School requested six continuing education credits for "Healthcare Fire Safety" Oct. 30, 2014. Ms. Ketterman made a motion, seconded by Mr. Salitsky to table the request for more content. The motion carried unanimously.

John L. Schmitt, “Introduction to Incident Command ICS-100” Oct. 17, 2013 FEMA online course, Requesting 3.0 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “Introduction to Incident Command ICS-100” Oct. 17, 2013. Mr. Salitsky made a motion, seconded by Ms. Hague, to approve the course for 3 CEUs. The motion carried unanimously.

John L. Schmitt, “ICS for Single Resources & Initial Action Incident ICS-200”, Oct. 19, 2013 FEMA online course, Requesting 3.0 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “ICS for Single Resources & Initial Action Incident ICS-200”, Oct. 19, 2013. Mr. Salitsky made a motion, seconded by Ms. Hague, to approve the course for 3 CEUs. The motion carried unanimously.

John L. Schmitt, “National Incident Management System(NIMS)” Oct. 20,2013 FEMA online course, Requesting 3.0 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “National Incident Management System(NIMS)” Oct. 20,2013. Mr. Salitsky made a motion, seconded by Ms. Ketterman, to approve the course for 3 CEUs. The motion carried unanimously.

John L. Schmitt, “National Response Framework, an Introduction” Oct. 21, 2013 FEMA online course, Requesting 3.0 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “National Response Framework, an Introduction” Oct. 21, 2013. Mr. Salitsky made a motion, seconded by Ms. Hague, to approve the course for 3 CEUs. The motion carried unanimously.

John L. Schmitt, “Active Shooter Training Course” Nov. 7, 2013, Requesting 3.0 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “Active Shooter Training Course” Nov. 7, 2013. Mr. Salitsky made a motion, seconded by Mr. Bane, to approve the course for 3.0 CEUs. The motion carried unanimously.

John L. Schmitt, “SAGE Training” March 6, 2014, Requesting 3.5 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “SAGE Training” March 6, 2014. Mr. Salitsky made a motion, seconded by Ms. Hague, to approve the course for 3.5 CEUs. The motion carried unanimously.

John L. Schmitt, “Intermediate Incident Command System” March 25-27, Requesting 21.0 CEUs

Mr. Salitsky reviewed Mr. Schmitt’s request for “Intermediate Incident Command System” March 25-27. Mr. Salitsky made a motion, seconded by Ms. Ketterman, to table the request for more content. The motion carried unanimously.

Delaware Health Care Facilities Association (DHCFA), “24 Annual Holiday Seminar” Dec. 17th, 2014, Requesting 3 CEUs

Mr. Salitsky reviewed the Delaware Health Care Facilities Association’s request for “24 Annual Holiday Seminar” Dec. 17th, 2014. Mr. Salitsky made a motion, seconded by Ms. Ketterman, to approve the course for 3.0 CEUs. The motion carried unanimously.

Review of Proposed Statutory Amendment / Criminal History Background Checks

Mr. Maloney provided the Board with the draft amendment. After discussion, Mr. Salitsky made a motion, seconded by Ms. Hague, to accept the amendment as written. The motion carried unanimously.

AIT Waiver Request – None

COMPLAINT ASSIGNMENT PROCESS MEMO – None

HEARING OFFICER RECOMMENDATIONS – None

Review and Consideration of Orders

Roneve Davis

The Board reviewed and signed the order prepared by Mr. Maloney.

Correspondence

Saint Joseph's College Online

The Board reviewed the correspondence sent by Saint Joseph's College Online.

REVIEW OF APPLICANTS FOR RE-EXAMINATION TEST - None

COMPLAINT ASSIGNMENT AND UPDATES – None

DISCIPLINE AND COMPLIANCE UPDATES – None

OTHER BUSINESS BEFORE THE BOARD (FOR DISCUSSION ONLY)

Mr. Salitsky stated that he has noticed that people have been having trouble finding preceptors. Mr. Salitsky suggested asking Nursing Home Administrators volunteers to be preceptors.

PUBLIC COMMENT

No public comment.

NEXT SCHEDULED MEETING

The next meeting is scheduled to be held on Tuesday, January 13, 2015 at 1:00 p.m. in the second-floor Conference Room B of the Cannon Building located at 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business, Mr. Salitsky made a motion, seconded by Ms. Hague, to adjourn the meeting at 2:10 p.m. The motion carried unanimously.

Respectfully submitted,



Flora Peer
Administrative Specialist II
Board Liaison

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Board members and the public in supplementing their personal notes and recall for presentations.